

MINUTES

NORTHERN GREAT PLAINS INVENTORY & MONITORING NETWORK BOARD

Conference Call

12:30-1:15 pm CDT, April 11, 2006

Members Participating

Andy Banta
Linda Stoll
Paul Hedren
Carmen Thomson
Dan Licht

Members Absent

None

Also in Attendance

None

Call Purpose and Background

The purpose of the call was to discuss hiring options for this fiscal year and beyond, based on present funding, and the status of the move into new office space.

Carmen discussed Gary Vequist's insistence on moving the NGP I&M program administration into the Midwest Region. Of particular concern is Dan's travel documents being originated at DETO which being in IMR- makes it unavailable for review by Carmen.

Dan questioned Gary usurping the existing Board Charter by mandating the change, vs the Board Superintendents determining the best course of action.

The Board suggested that we have long recommended an Administrative Assistant position for the I&M program and this position would alleviate this controversy.

The Board expressed concern that Dan was hiring a term Bio Tech, but not an Admin staff person. Dan offered that he was reluctant to hire and train an Admin person, only to have them leave when funds ran out. He would prefer to wait until full permanent funding is available and hire a permanent administrative staff person.

Licht stated that previous Board's had decided to wait until adequate funding was available and then hire a permanent administrative person.

The Board directed Dan to pursue a temporary administrative assistant for this fiscal year, in hopes that the same person would be in a position to compete for the permanent position when it is available.

Moving into the new office:

While Dan indicated confidence in the occupancy date of April 19, the board felt that this was an overly ambitious goal. Paul shared his experiences in working with GSA and the time line that he has experienced. Telephones and computer networking has not been established. Dan felt that the I&M group could be functional without telephones and computers in the office, by unpacking and moving in. Dan agreed to postpone the occupancy date by two weeks.

Action Items

Dan will maintain contact with GSA to assure a prompt time line to occupying the new office space, and assure phones and computers are in service.

Dan will recruit for a temporary administrative assistant ASAP.

Drafted by: Andy Banta

Drafted on: 4/11/2006

Finalized by:

Finalized on: